



UNITED STATES MARINE CORPS
MARINE CORPS NATIONAL CAPITAL REGION
3000 MARINE CORPS PENTAGON
WASHINGTON, DC 20350-3000

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MCNCRBul 1710

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MARINE CORPS NATIONAL CAPITAL REGION BULLETIN 1710

From: Commanding General
To: Distribution List

Subj: THIRTY-NINTH MARINE CORPS MARATHON (MCM)

Ref: (a) MCM Operations Plan (OPLAN) 1-14 (TBI)

Encl: (1) MCM Special Project Officer Meeting Schedule
(2) MCM Task Organization
(3) Key Personnel Contact Information

1. Situation. The Marine Corps Marathon (MCM) is the largest single day community relations event for the United States Marine Corps (USMC). The MCM seeks to promote physical fitness, generate community goodwill, and showcase the organizational skill of the USMC. The MCM also serves as an advocate for the values of courage and commitment fostered by the USMC. The MCM is the third largest marathon in the United States and eighth largest marathon in the world. Nicknamed "The People's Marathon," the MCM is world renowned for its exceptional organization and execution.

2. Mission. To publish information about the 39th MCM, related events and solicit appointments of Special Project Officers (SPOs) to augment MCM Operations.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The MCM will continue its tradition of showcasing to the Nation the organizational skill of the USMC through the augmentation of the talented and resourceful SPOs to support the planning and execution of the largest recurring community relations operation the Marine Corps conducts.

(2) Concept of Operations. Addressees within the National Capital Region (NCR) are required to assign SPOs who are able to be present throughout the entire planning, coordination, and execution phases of the MCM and related events. This period extends from the assignment date of Friday, 23 May 2014, through the after action review deadline of Monday, 17 November 2014, as designated in enclosure (1). Assigned SPOs must possess leadership, supervisory

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skills, determination, initiative, and the drive to complete the mission as assigned. These traits are requisite to showcasing the organizational skill of the USMC throughout execution of the MCM and related events.

b. Coordinating Instructions

(1) The 39th MCM will be held on Sunday, 26 October 2014. The race field of 30,000 registered runners will produce an estimated 23,500 participants on event day. The primary events associated with the MCM are:

(a) The Health and Fitness Exposition and Packet Pickup at the National Guard Armory, Washington, DC, on 23-25 October 2014;

(b) The MCM Kids' Run at the Pentagon in Arlington, Virginia, on Saturday, 25 October 2014; and

(c) The MCM 10K with 9,500 registered runners and the annual Special Olympics Competition beginning at the National Mall and finishing in Arlington, Virginia, on Sunday, 26 October 2014.

(2) Additional events organized by the MCM that may require SPOs assistance during the MCM calendar week are:

(a) The United States Armed Forces Marathon Championship competition;

(b) The Challenge Cup competition between the British Royal Navy/Marines and United States Marine Corps running teams;

(c) Congressional liaison support and related Capitol Hill events with the Capitol Hill Running Club;

(d) The Carbo Dining-In Pasta Party at the Hyatt Regency Washington on Capitol Hill, the MCM headquarters hotel;

(e) The MCM headquarters hotel operations;

(f) Race day events in conjunction with Crystal Run in Crystal City, Virginia;

(g) ~~The MCM Hall of Fame program to include coordinating the Hall of Fame induction ceremony and dinner;~~

(h) The MCM Ground Pounders' program;

(i) The MCM Runners' Club program;

(j) The MCM team competition program;

(k) The Association of International Marathons (AIMS), Running USA, Road Runners Clubs of America (RRCA), and USA Track & Field (USATF) member organizations;

(l) The Information Booth and Solution Center at the Health and Fitness Expo located at the National Guard Armory in Washington, DC;

(m) The First Timers' Pep Rally at the MCM Headquarters Hotel;

(n) The Runners' Conference at the MCM Headquarters Hotel;

(o) The Runners' Brunch 5K; and

(p) Finish Festival operations in Rosslyn, Virginia, during post-race activities.

4. Administration and Logistics

a. Administration

(1) The reference provides information and operational guidance for SPOs. Enclosure (2) outlines the task organization required for successful planning, coordination, and execution of the assigned missions. It also identifies the key personnel required to support the MCM based on that which organizations in the National Capital Region (NCR) have historically provided.

(2) Addressees are requested to designate SPOs as indicated in enclosure (1) by sourcing organization.

(3) Using enclosure (3), submit names and contact information for each SPO (name, rank, parent organization, email address, and office and/or cell phone number) to the MCM Operations Manager, Bret Schmidt, via email at: bret.schmidt@usmc.mil no later than Friday, 23 May 2014.

b. Logistics. None.

5. Command and Signal

a. Command

(1) Commander, Marine Corps Base, Quantico is responsible for the overall conduct of the MCM.

(2) Director, Marine Corps Marathon is responsible for the planning, coordination, and execution of the event. The point of contact for day-to-day operations is the MCM Operations Manager, Bret Schmidt, at 703-432-1160, Building 3399.

(3) This Bulletin is applicable to the principal staff sections and battalions with the Marine Corps National Capital Region.

b. Signal. This Bulletin is effective on the date signed.


J. G. AYALA

Distribution: A

MCM TASK ORGANIZATIONMCM BILLETS

Commander, MCICOM
 Commander, MCB Quantico
 Chief of Staff, MCB Quantico
 Director, MCM
 Actions & Milestones
 Air Operations SPO
 • Aviation Support SPO
 Area Commandant
 Armed Forces SPO
 Audiovisual Support SPO
 Awards Coordinator
 Baggage Claim SPO
 Casualty Assistance SPO
 Ceremonial Platoon SPO
 Chaplain Services
 Communications & IT Support
 • Plans Officer
 • Operations Officer
 • Communications SPO
 • Information Technology SPO
 • Sound Support SPO
 • Telecommunications SPO
 Electrical Support SPO
 Engineering SPO
 Exposition Coordinator
 • Packet Pickup SPO
 • Toys for Tots SPO
 Finish Festival SPO
 Food Services SPO
 Force Protection Coordinator
 • Explosive Ordnance Disposal SPO
 • Joint Force HQ Liaison
 • Anti-Terrorism Officer
 HAM Radio Coordinator
 • Asst HAM Radio Coordinator
 • Medical Tracker Coordinator
 Hospitality SPO
 Information/Med Info SPO
 Legal Services SPO
 • Legal Counsel SPO
 Logistics Support SPO
 MCM10K/Special Olympics SPO
 MCM Kids Run

SOURCING ORGANIZATION

(Historical Sourcing)

MCICOM
 MCBQ
 MCBQ
 MCM
 MCM
 MCAFQ
 HQMC, (ASM)
 SecBn, MCBQ
 MCCS, MCBQ
 AC/S, G-3 MCBQ
 MCM
 TECOM (OCS)
 M&RA (Casualty Branch)
 AC/S, G-3 MCBQ
 MCCDC Chaplain
 AC/S, G-6 MCBQ
 AC/S, G-6 MCBQ
 AC/S, G-6 MCBQ
 AC/S, G-6 MCBQ
 AC/S, G-6 MCBQ
 AC/S, G-3 MCBQ
 AC/S, G-6 MCBQ
 AC/S, GF MCBQ
 AC/S, GF MCBQ
 MCM
 MARBKS Washington, DC
 Reserve Support Unit, MCBQ
 HQBN, HQMC
 AC/S, G-4 MCBQ
 MCM
 AC/S, G-3 MCBQ
 MCICOM, G-7
 AC/S, G-3 MCBQ
 HAM Volunteer
 HAM Volunteer
 HAM Volunteer
 TECOM (WTBN)
 MCCDC Comptroller Division
 MCDCC, LSSS
 Counsel, MCCDC
 HQSVCBn, MCBQ
 HQBN, HQMC
 HQBN, HQMC

Medical

- Clinic Coordinator
- Medical Director
- Medical Supply Coordinator
- Medical Operations Officer

Musical Support SPO

Personnel Support SPO

Public Relations

- Public Affairs SPO
- Defense Media Activity SPO

Race Course Ops SPO

- Commander of Troops

Rehearsals

Runners Village SPO

Safety SPO

Screening Point SPO

Shuttle Services SPO

Special Events

Sponsorship/Marketing SPO

Start/Finish SPO

Transportation SPO

USATF/Timer SPO

VIP Services Coordinator

- VIP Escort SPO
- VIP Services SPO

Volunteer Coordinator

NHC Quantico

MCM

NHC Quantico

MCM

AC/S, G-3 MCBQ

AC/S, G-1 MCBQ

MCM

Public Affairs Office

HQBN, HQMC

HQSVCBn, MCBQ

HQSVCBn, MCBQ

MCM

HQBN, HQMC

Safety Division, MCBQ

MARBKS Washington, DC

MCESG

MCM

MCCS, MCBQ

TECOM (TBS)

AC/S, G-4 MCBQ

TECOM (TBS)

MCM

TECOM

M&RA (WWR)

MCM

**39th Marine Corps Marathon
Special Project Officer (SPO)**

Meeting Schedule

DATE	EVENT	LOCATION	TIME	PERSONNEL
23 May	SPO appointments due	MCNCR Bulletin 1710	COB	Assigned Units/Commands
22 May	Law Enforcement & EMS Initial Coordination	AC Board Room	1000	LEA & EMS Personnel
29 May	SPO Initial Meeting (Introductions & Overview)	MCM Conference Room	0900	All SPOs
19 Jun	SPO Meeting (Logistics/Food Service/Transportation)	MCM Conference Room	0900	All SPOs
10 Jul	SPO meeting (Exposition/Special Events)	MCM Conference Room	0900	All SPOs
31 Jul	SPO site survey	Marine Corps War Memorial	1000	Iwo Jima Site SPOs
14 Aug	Law Enforcement & EMS/Div Cmdrs	AC Board Room	1000	LEA & EMS w/Div Cmdrs
21 Aug	SPO meeting (Parking/Security & Force Protection)	MCM Conference Room	0900	All SPOs
11 Sep	SPO meeting (Safety/Ethics)	MCM Conference Room	0900	All SPOs
17 Sep	MCM Exercise 2014	Spates Hall (JBM-HH)	0800-1200	All AT/FP Support Personnel
25 Sep	Water Point & Food Station Key Personnel Training	MCM Conference Room	0900	DivCmdrs, OICs, SNCOICs
02 Oct	SPO meeting (PR/Sponsorship/Communication)	MCM Conference Room	0900	All SPOs
09 Oct	SPO meeting (Course Ops/Combat Hunter/Volunteers)	MCM Conference Room	0900	All SPOs & Div Commanders
13 Oct	HAM Communications Rehearsal	Iwo Jima (OSV)	0800	Designated HAM Operators
TBD	MCBQ Commander's brief	Lejeune Hall	1000	Director, COT, & Operations
16 Oct	SPO meeting (Medical/Baggage Claim/MCM Director)	MCM Conference Room	0900	All SPOs
TBD	MCICOM Commanding General's brief	Pentagon	TBD	CMDR, Director, & Operations
20-21 Oct	All Hands Training	Little Hall	0800 & 1300	WP, FS, RCO Personnel
TBD	PP&O/Commandant's brief	Pentagon	TBD	Director, COT, & Operations
23-25 Oct	Health and Fitness Exposition	DC Armory	TBD	All Assigned Expo Personnel
24 Oct	Commander's Confirmation Brief	Iwo Jima (MCOC)	TBD	Select SPOs
25 Oct	MCM Kids Run	Pentagon	0900	Select SPOs
26 Oct	39th MCM and MCM10K	Designated Locations	0740-1500	All Hands
13 Nov	Appreciation Breakfast/	The Clubs at Quantico	0730	MCB COMDR w/All SPOs
17 Nov	AAR completed & turned in	MCM Office	COB	All SPOs

ACTIVITY	NAME (LAST, FIRST)	RANK/GRADE	PHONE
MCICOM			
Commanding General	Ayala, Juan G.	MajGen	703-695-6824
MCB Quantico			
Commander, MCB Quantico	Maxwell, David W.	Col	703-784-5902
Chief of Staff, MCB Quantico	Anderson, Roarke	Col	703-784-5911
MCM			
Director, MCM	Nealis, Rick	NF5	703-784-2225
Audiovisual Support Coordinator	Hanover Pettit, Rebekah	NF3	703-432-1238
Actions and Milestones	Huff, Angela	NF5	703-432-1159
Awards Coordinator	Van Horn, Robert	NF3	703-432-8190
Exposition Coordinator	Molina, Tatiana	NF3	703-432-1894
Finish Festival Coordinator	Truba, Kimberly	NF3	703-432-8022
Force Protection Coordinator	Williams, Mark	NF3	703-432-1163
Logistics Manager	Delahoussaye, Ken	NF4	703-784-2239
Public Relations Coordinator	Faram, Tami	NF3	703-432-1840
Rehearsals	Schmidt, Bret	NF4	703-432-1160
Special Events	Jackson, James	NF4	703-432-1177
Sponsorship/Marketing Manager	Goldman, Marc	NF4	703-784-2113
VIP Coordinator	Aquino, Allan	NF3	703-432-1241
Volunteer Coordinator	Harr, Charlie	NF3	703-432-8550
MCAF			
Air Operations			
AC/S G-1			
Personnel Support			
AC/S G-3			
Audiovisual Support			
Ceremonial Platoon			
Explosive Ordinance Disposal			
ACTIVITY	NAME	RANK/GRADE	PHONE
Mission Assurance Branch (ATO)			
Mission Assurance Branch (TA)			
Musical Support			
Sound Support			
AC/S G-4			
Food Services			
Transportation			
AC/S G-5			
Electrical Support			
Engineering Support			

AC/S G-6			
Plans Officer			
Operations Officer			
Communications - (MLB)			
Information Technology (TMB)			
Telecommunications			
AC/S G-7			
Joint Forces HQ Liaison			
Comptroller			
Information/Med Info			
HAM Volunteers			
HAM Radio Coordinator			
Asst HAM Radio Coordinator			
Medical Tracker			
HQBN, Henderson Hall			
Operations Officer			
ACTIVITY	NAME	RANK GRADE	PHONE
Finish Festival			
Healthy Kids Fun Run			
Runners Village			
Defense Media Activity			
HQMC, Aviation			
Aviation Support			
HQSVCBN			
Commander of Troops			
Logistics Support			
Logistics Chief			
Race Course Operations			
Operations Chief			
M&RA (Casualty Branch)			
Casualty Assistance			
M&RA (WWR)			
VIP Services			
MARBKS Washington, DC			
Operations Officer			
Packet Pickup			
Screening Points			

MCCDC			
Chaplain			
Counsel			
MCCS			
Contracting			
Sponsorship/Marketing			
ACTIVITY	NAME	RANK GRADE	PHONE
MCESG			
Shuttle Services			
NHC Quantico			
Clinic Coordinator			
Medical Supply Coordinator			
Public Affairs Office			
Public Affairs			
Reserve Support Unit			
Reserve Support Coordinator			
Toys for Tots			
Safety Division			
Safety Specialist			
Security Battalion			
Area Commandant			
Staff Judge Advocate			
Legal Services			
TECOM			
VIP Escorts			
TECOM (OCS)			
Baggage Claim			
TECOM (TBS)			
Start/Finish			
USATF/Timers			
ACTIVITY	NAME	RANK GRADE	PHONE
TECOM (WTBN)			
Hospitality			